
Contract Appeals Board

FY 2002 Proposed Operating Budget: \$745,500
FY 2002 Proposed Capital Budget: \$0

The Contract Appeals Board provides an impartial, expeditious, inexpensive, and knowledgeable forum for redressing and resolving contractual disputes between the District and the contracting communities.

The proposed FY 2002 operating budget for all funding sources is \$745,500, an increase of \$11,480, or 1.6 percent, over the FY 2001 approved budget.

This quasi-judicial body is authorized to hear 1) all claims brought by contractors against the District government arising out of, or related to, a contract; 2) all protests against contract solicitations and awards by actual prospective bidders; 3) all appeals of suspensions or debarments of contractors; and 4) all appeals from the denial of interest payment claims under the Quick Payment Act.

Budget Summary

The proposed FY 2002 operating budget from all funding sources is \$745,500, an increase of \$11,480, or 1.6 percent, over the FY 2001 approved budget (table AF0-1). The Contract Appeals Board receives 100 percent of its funding from local sources. There are 6 full-time equivalents (FTEs) supported by this budget (table AF0-2).

Strategic Issue

The Contract Appeals Board will make public access to Board rules and decisions more user friendly and without cost and to make filings with the Board simpler and less costly to the government and private litigants.

FY 2002 Initiatives

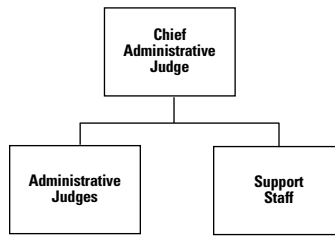
- Implement a website including rules, decisions and plain-language guide to Board practice.
- Implement electronic filing and service of pleadings

Agency Background

The District of Columbia Contract Appeals Board was established in 1953 by D.C. Reorganization Order 29 to act as the local government agent for the resolution of individual contract disputes.

The Procurement Reform Amendment Act of 1996, passed by the District of Columbia Council, became effective April 12, 1997. The act expanded the Board's jurisdiction to include all independent agencies except the District of Columbia Courts, Financial Responsibility and Management Assistance Authority (dormant in FY 2002), Sports Commission, Housing Finance Agency, and the D.C. Retirement Board. The act prohibits agencies from awarding contracts if a protest has been filed except in emergency situations. It also requires the Board to decide challenges to the suspension of contracts within 10 business days after a protester has responded to the chief procurement

Figure AF0-1
Contract Appeals Board



officer's determination and finding that urgent and compelling circumstances exist for the contract performance to proceed; and to decide all protests within 60 business days.

Programs

The Contract Appeals Board is a quasi-judicial agency with two functions: to hear and decide contract appeals (cases that arise after a contract award) and protests (cases regarding solicitation terms or the awarding of contracts). The Board comprises one Chief Administrative Judge, three administrative judges, and two support staff (figure AF0-1). Judges are appointed by the Mayor.

Funding Summary

The proposed FY 2002 operating budget from all funding sources is \$745,500, an increase of \$11,480, or 1.6 percent over the FY 2001 approved budget. An increase of \$9,692 is in

personal services and an increase of \$1,788 is in nonpersonal services. The Contract Appeals Board receives 100 percent of its funding from local sources. There are 6 FTEs supported by this budget, the same level as FY 2001.

The increase in personal services is to align the agency's personal services budget with current authorized staffing levels and to provide for agency step increases. The change in nonpersonal services is a \$2,500 net increase in supplies and equipment and a \$712 net decrease in fixed costs. Refer to the FY 2002 Operating Appendices (bound separately) for details.

Trend Data

Table AF0-3 and figure AF0-2 show expenditure and employment histories for FY 1998–FY 2002.

Figure AF0-2
Contract Appeals Board Employment Levels, FY 1999–Proposed FY 2002
 (gross FTEs)

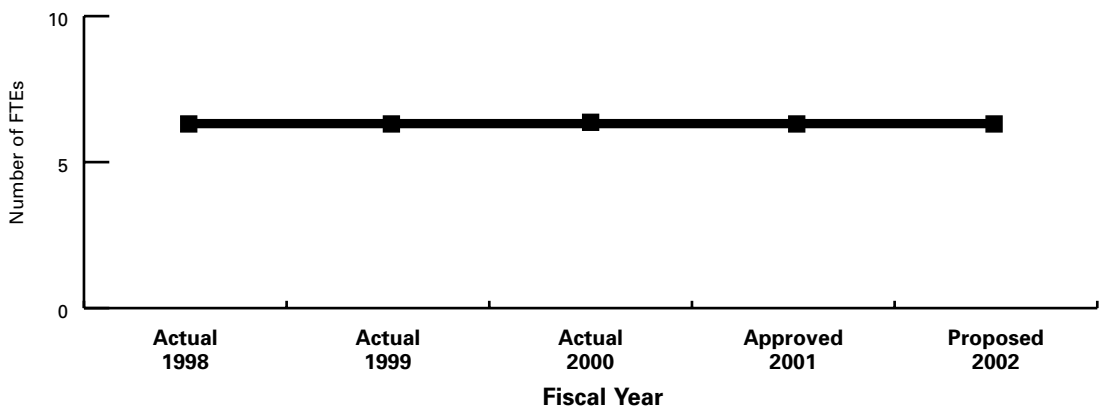


Table AF0-1

FY 2002 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

Contract Appeals Board

	Actual FY 2000	Approved FY 2001	Proposed FY 2002	Change from FY 2001
Regular Pay - Cont. Full Time	459	483	492	8
Fringe Benefits	58	63	64	1
<i>Subtotal Personal Services (PS)</i>	<i>517</i>	<i>546</i>	<i>556</i>	<i>10</i>
Supplies and Materials	6	9	7	-2
Communications	4	6	6	0
Rentals - Land and Structures	132	141	141	0
Security Services	0	0	3	3
Other Services and Charges	16	28	24	-4
Equipment and Equipment Rental-	2	4	9	5
<i>Subtotal Nonpersonal Services (NPS)</i>	<i>160</i>	<i>188</i>	<i>190</i>	<i>2</i>
Total Proposed Operating Budget	677	734	746	11

Table AF0-2

FY 2002 Full-Time Equivalent Employment LevelsContract Appeals Board

	Actual FY 2000	Approved FY 2001	Proposed FY 2002	Change from FY 2001
Continuing full time	3	6	6	0
Term full time	3	0	0	0
Total FTEs	6	6	6	0

Table AF0-3

FY 2002 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

Contract Appeals Board

	Actual FY 1998	Actual FY 1999	Actual FY 2000	Approved FY 2001	Proposed FY 2002
Local	562	592	677	734	746
Gross Funds	562	592	677	734	746

Agency Goals and Performance Measures

Goal 1. Address the questions and concerns of litigants in a timely and cost-effective fashion.

City-wide Strategic Priority Area: Making government work

Manager: Lorilyn Simkins, Chief Administrative Judge

Supervisor: Lorilyn Simkins, Chief Administrative Judge

Performance Measure 1.1: Percentage of protests resolved within 60 business days

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	75	75	75	80	80
Actual	68	84	—	—	—

Performance Measure 1.2: Percentage of appeals on the docket resolved

	Fiscal Year				
	1999	2000	2001	2002	2003
Target	25	25	25	25	25
Actual	28	38	—	—	—